



PROPOSAL

for

GSA Schedule GS-35F-0835N

October 18, 2016



**AUTHORIZED FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY
SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION
TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES**

Special Item No. 132-51 Information Technology(IT) Professional Services

FPDS Code D301: IT Facility Operation and Maintenance FPDS Code D302: IT Systems Development Services

FPDS Code D306: Systems Analysis Services

FPDS Code D307: Automated Information Systems Design and Integration Services

FPDS Code D308: Programming Services

FPDS Code D310: IT Backup and Security Services

FPDS Code D311: IT Data Conversion Services

FPDS Code D316: IT Network Management Services

FPDS Code D399: Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 - Information Technology Schedule is not to be used as a means to procure services, which properly fall under the Brooks Act. These services include but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguish between mapping services an A/E nature and mapping services which are not connected and incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performed by the publisher or manufacturer or one of their authorized agents.

AGJ Systems and Networks, Inc.
14257 Dedeaux Rd.Suite A
Gulfport, MS 39503
1-228-392-7133
<http://www.agjsys.com>

Contract Number: GS-35F-0835N

Period Covered by Contract: August 11, 2013 - August 10, 2018

General Services Administration
Federal Acquisition Service

Pricelist current through Modification #: PS-0010 dated Feb 9, 2011.



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INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
- ☐ The Geographic Scope of Contract will be overseas delivery only.
- ☒ The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:



2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Information:

a. For mailed orders:

AGJ Systems and Networks, Inc.
ATTN: Bud Jones,
GSA, Business Development
14257 Dedeaux Rd., Suite A
Gulfport, MS 39503

b. For FAX orders:

Bud Jones, GSA, Business Development
Fax Number: (229) 392-7601

Payment Information:

c. Remit all payments to:

AGJ Systems and Networks, Inc.
ATTN: Bud Jones,
GSA, Business Development
14257 Dedeaux Rd., Suite A
Gulfport, MS 39503

AGJ will accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

(228) 392-7133

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.



4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 112799312

Block 30: Type of Contractor B. Other Small Business Veteran Owned

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN): 024285140

4a. CAGE Code: 3C9J2

4b. Contractor has registered with the CENTRAL CONTRACTOR REGISTRATION DATABASE

5. FOB DESTINATION

It is expected that all information Technology Professional Services described herein will be performed either at an AGJ facility or at a government designated facility. Place of performance shall be designated on the purchase order or in the Statement of Work.

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>SIN 132-51</u>	<u>As agreed upon between AGJ and ordering agency</u>

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS - Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 1 % - 15 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity



AGJ Systems and Networks, Inc. does not currently have quantity discounts, but is willing to negotiate a Quantity (volume sales) discount with ordering activity as permissible by this contract.

c. Dollar Volume

Negotiable at time of contract

d. Government Educational Institutions

Government Educational Institutions are offered the same discounts as all other Government customers.

8. TRADE AGREEMENT ACT OF 1979, AS AMENDED

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

Not Offered.

10. SMALL REQUIREMENTS

The minimum dollar value of orders to be issued is \$100.00

11. MAXIMUM ORDER THRESHOLD

- a. Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/ TELECOMMUNICATION STANDARDS REQUIREMENTS

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service



Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See FAR 52.212-4)

16. GSA ADVANTAGE !

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, nonSchedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering office contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19)
- (2) The ordering office contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply

Schedule; and

- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not Offered

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and



should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor s Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirement of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or SIN 132-9.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT).

<http://www.agjsys.com>

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order

(a) A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor);
and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

Terms and conditions applicable to Information Technology Professional Services (SIN 132-51)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual

purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firmfixed price orders placed under this contract. The Inspection Time-and-Materials and LaborHour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor- hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

9. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal



Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

IT FACILITY OPERATIONS AND MAINTENANCE (FPDS CODE D301)

Services or staffing for data center operations, database/application administration, general desktop support and all level of help-desk operations, network monitoring and maintenance and IT administration assistance (inventory, documentation, etc.).



IT SYSTEMS DEVELOPMENT SERVICES (FPDS CODE D302)

Program/Project Management, Network Implementation, Network Upgrades, Network wiring remediation, Network Cable Planning and installation, Product and Process Description, Help-desk services assessment, planning, and implementation.

SYSTEMS ANALYSIS SERVICES (FPDS CODE D306)

Business Assessments, Business Case Development, Source Selection, Requirements Analysis, Resource Planning, Capacity Planning, Business Process Reengineering, Product and Process Description, Network Analysis & Design, Functional Analysis

AUTOMATED INFORMATION SYSTEMS DESIGN AND INTEGRATION SERVICES (FPDS CODE D307)

LAN/WAN Design, Information System Design, System Documentation, Wireless Network Design, Content Management System and Portal Design, RDBM integration, Client/Serve & Office Telephone Communications Configuration

PROGRAMMING SERVICES (FPDS CODE D308)

All prevalent LAN and WAN technologies, such as NT and Novell, TCP/IP, SNA, Token Ring, Ethernet, Routers, Bridges, High-Speed Switches, Gateways, Fiber Optics.

IT BACKUP AND SECURITY SERVICES (FPDS CODE D310)

IT Security Program development; Security Training; Security Policy/Standards review; Network Security Assessments and Engineering; VPN, Firewall, Router, implementation and configuration; Business and Disaster Recovery planning and development; SANS/NAS planning and implementation.

IT DATA CONVERSION SERVICES (FPDS CODE D311)

Database migration, workstation OS and desktop application migration, E-Mail mailbox migration, Document Management repository data conversion

IT NETWORK MANAGEMENT SERVICES (FPDS CODE D316)

Network Service Level support contracts, Network monitoring software installation, Zenith, Kaseya, HP's OpenView, Cisco Works, Spiceworks and Solar Winds and other popular systems.

OTHER INFORMATION TECHNOLOGY SERVICES, NOT ELSEWHERE CLASSIFIED (FPDS CODE D399)

Content Management Implementations, Portal Implementations, configuration and implementation of all Microsoft Enterprise Collaboration software, Healthcare Diagnostic Imaging and IPACs interface and maintenance; Web Design, Hosting, and Developers

GSA IT Schedule 70 Pricelist

Commercial Labor Codes		GSA Hourly Rate
101	Program Manager	\$124.00
102	Project Manager	\$120.00
103	Senior Sys. Engineer	\$124.01
104	System Engineer	\$120.00
105	Senior Technician	\$100.00
106	Technician	\$75.00
107	Information Security Consultant	\$120.00
108	Software Development Specialist	\$80.00
109	Web Developer	\$75.00
110	Technical Writer	\$68.00
111	Cable Installation Manager	\$80.00
112	Sr. Cable Installer	\$65.00
113	Cable Installer	\$60.00
114	Jr. Cable Installer	\$50.00

AGJ Systems and Networks, Inc. offers personnel who meet or exceed the minimum qualification requirements stated in the Job Descriptions provided herein. GSA and/or the ordering activities may have access to any AGJ Systems and Networks, employee resume (by request), during, or after assignment of any GSA order. If for some extenuating reason a person assigned to an order must be replaced or substituted, the ordering activity will be notified in advance, in writing, and the substitute will have equal or greater qualifications than the replaced employee.

The following Job Codes/Titles correspond to the Labor Category description contained in the pricelist for Information technology Professional services special item Number (SIN) 132-51.

JobCode*/Title	Minimum/General Experience	Functional Responsibility	Minimum Education
101 Program Manager	10 years IT Project Management Experience with 4 years managing Federal Government Programs	Manages medium to complex programs. Task coordination can be extensive with multiple interdependencies. Manage the installation of all products and services. Coordinate all project requirements per contractual obligations. Serves as primary point-of - contact with government contract management staff for reporting project status and negotiating change orders	Masters Degree in Business, Engineering Information Systems Management. Masters Degree can be substituted by an additional 5 years of experience in ITProgram/Project Management positions with applicable IT professional Industry Certifications
102 Project Manager	5 years of professional experience in managing IT projects worth \$250,000 or higher.	Responsible for handling the day-to-day management and administration of project tasks. Develops detailed work plans and schedules in response to support service requests. Assigns staff responsibilities and supervises all staff efforts. Utilizes, maintains control over, and redirects available resources as necessary to complete tasking in accordance with scheduled milestones and constraints. Performs quality checks of all work products.	Requires a Bachelors degree in a discipline such as System Programming, Engineering or Computer Science. An additional 4 years experience performing System Engineer tasks with job specific Industry Certifications can substitute for formal degree.
103 Senior System Engineer	8 years of extensive, high-end technical experience in a wide range of technical and complex solutions in integration and analysis of computer networks. 3 years specific experience in Network Management	Responsible for handling the day-to-day management and administration of project tasks. Develops detailed work plans and schedules in response to support service requests. Assigns staff	Requires a Bachelors degree in a discipline such as System Programming, Engineering or Computer Science. An additional 4 years experience performing System

	Systems (NMS) and Fault, Configuration, Authentication), Performance, Security Management Expertise in Quality of Service (QOS) and Mobility. 2 years experience in internet protocol (IP) addressing, TCP/IP, BGP-4, OSPF, Policy Routing, switch/router configuration and management, various LAN's, NAT, Security Policies, firewalls, IPSec, VPN's, carrier services (T-1, DS-3, ATM, frame relay), DNS, and DHCP.	responsibilities and supervises all staff efforts. Utilizes, maintains control over, and redirects available resources as necessary to complete tasking in accordance with scheduled milestones and constraints. Performs quality checks of all work products.	Engineer tasks with job specific Industry Certifications can substitute for formal degree.
104 System Engineer	5 years of extensive high-end technical experience concentrating in logic, software concepts, methods with knowledge of the various interfacing hardware and computer systems. Should have special emphasis in end-to-end Internetwork computer solutions	A technical resource providing analysis to customers for products and integrated solutions such as LAN, WAN, INTERNET, RDMS, PC and data networking. Assumes principal technical role in the delivery of solutions. Furnishes technical expertise and address customer questions on hardware or software.	Requires an Associate degree in a technical field, such as System Programming, Engineering or Computer Science. Degree can be substituted with an additional 3 years as a Senior Computer Technician.
105 Senior Technician	6 years of general experience working with computer systems software designer or systems technical programmer, in various programming and integration efforts. Working to gain experience to move to solutions that are more complex. Requires competence in logic, software programming and feature interaction. Also requires knowledge of the various interfacing hardware systems. Depending upon the area, the experience will range from one to five years' experience.	Provides technical assistance and support to end users of delivery systems hardware, software and network i (voice, video, and data) to resolve end user computing problems. Works directly with end users of computing resources, providing guidance on effective use of delivery systems products and services. Identifies and evaluates complex customer requirements and recommends solutions. Assists in the implementation of delivery systems products and services. Ensures compliance of solutions with	Requires various industry certifications such as MCSE, CCNA, and A+.

		company service standards. Trains users. Creates and maintains change and configuration documentation. Assists in deployment management plans and schedules.	
106 Technician	1 year of maintaining PC hardware Technician and software. This includes setting up PC's and printers, installing and / or replacing hardware components and software and assisting users with application issues / questions.	Troubleshoot and resolve a wide variety and range of PC, printer, and software problems. Resolves problems on multiple operating systems, vendor software packages, network configurations and homegrown applications. Install new computers and appropriate software applications. Plans and coordinates desktop moves with building services and telecom services. Support end-users on hardware and software related peripherals. Provides technical expertise/training to end-users as needed to resolve equipment or operator problems. Communicates with customer supervisors and managers on software/hardware and end-user issues.	Requires various industry certifications such as MCSE, CCNA A++.
107 Information Security Consultant	5 years experience managing corporate level systems security programs. Must have an excellent understanding of networking network protocols, routing principles, and information security related technologies. Strong Project managements Skills. Understanding of network protocols, routing principles and information security assessment methodologies. Knowledgeable in system security certification and accreditation	Will collaborate with executives and IT professionals in the development of IT security strategies, policies, technical standards, processes, procedures and programs. Identifies and analyzes organization's information security risks and vulnerabilities. Documents and presents findings to technical and nontechnical audiences. Implements Federal Government security system certification and accreditation methodologies. Performs	Bachelors degree or in computer science, engineering, or telecommunications. Must possess Industry security certifications. Degree can be substituted with 3 additional years of experience in implementing and maintaining technical network security devices within the Federal Govt.

	methodologies.	system audits and network penetration studies in support of customers' security standards.	
108 Software Development Specialist	8 years of work experience as well as fluency in various languages such as VB, C++ or some other OO programming language.	Member of development teams designing highly complex software systems for large client applications. Designs and develops new software products or major enhancements to existing software. Acts as high-level technical expert, addressing problems of system integration, compatibility, and multiple platforms. Responsible for project completion.	Bachelor's degree in Math or Computer Science. Degree can be substituted with 2 additional years of programming experience in Object Oriented Programming Languages.
109 Web Developer	2 years of working with emerging web technologies including Flash, DreamWeaver, XML, SSL, HTML, PHP, Front Page, JAVA, ColdFusion, ASP, .Net shopping carts, and certificate servers.	Responsible for preparation, design, development, and installation of Internet and Intranet web sites. Performs maintenance and monitoring of customer web sites.	Associate Degree in Computer Science. Degree requirement can be substituted by 1 additional year of Web Site creation experience with 1 industry certification.
110 Technical Writer	3 years of experience researching written text, and coordinating layout and manual organization. Under general direction of the Program Manager, is responsible for preparation of operation and maintenance manuals and technical publications. Ability to work with development/engineering information such as drawings, design reports, equipment and test specifications. Must have strong team working skills.	Gathers technical information prepares written text, and coordinates layout and manual organization. Interfaces with users, engineers, analysts, programmers, etc., to obtain necessary information on technologies, methods, and standards. Writes individualized copy of analytical, interpretative, documentary or promotional literature. Prepares and upkeeps operation and maintenance manuals and technical publications. Performs final quality assurance on all IT written materials.	Associate degree in Business, Technical Writing or English. Degree requirement may be substituted with an additional 2 years work experience writing IT technical documentation.
111 Cable Installation Manager	Seven (7) years of experience as a cable/technician with three years of Project Management experience.	Prepare budget, determine work force requirements, and establish production schedules to meet work plan. Conduct walk-through,	Bachelor's degree in a technical field. An additional 4 Years Network and telephone cable experience can be

	Must have excellent working knowledge of ANSI/TIA/EIA/IEEE/AWG cabling standards and the National Electric Codes. Must have worked in a Senior Computer Network or Telecommunications Network Engineer position.	inspect construction sites and installations to ensure service deadlines are met. Manages vendor relations and contracts with voice carriers & suppliers when required. Supervises job task until completed. Plan, assign, direct work, address complaints, and resolve problems.	substituted in lieu of college degree.
112 Senior Cable Installer	This position requires a minimum of five (5) years telecommunications training and/or experience as well as demonstrated proficiency and profitability at the Installer level. Must have experience with all aspects of Category 5/6 and fiber optic installation and functional knowledge of telecommunications wire and devices experience.	Helps determine work force requirements, and establish schedules to meet work plan. Tests, troubleshoots, and documents test results on copper and optical fiber cable (Wire map & USOC). Builds out telecommunications rooms and equipment rooms. Reads and understands blueprints and floor plans. Installs horizontal station cables and backbone cables (OM1,2,3, OS1).	High school degree and technical school. A technical telecommunications or computer network certification. BICSI certification at this level is desired but not mandatory.
113 Cable Installer	Two (2) years experience installing telecommunications or Ethernet cable.	Installs and tests data and voice communications cabling systems. Installs and pulls cable from closet to closet or to work stations, and testing, certifying, and labeling as built drawings. Prepares workstation outlet locations (installs wall, floor, or modular furniture jacks). Makes custom patch cables to replace unusable cable for special requirements.	High school degree or GED; Telecommunications or Computer Network Technical certification, and at least one (1) year OJT under the supervision of Senior Cable Technician.
114 Jr. Cable Installer	Must have knowledge of cabling materials and tools.	Pulls cable from closet to closet or to work stations. Carries cabling materials and tools to and from work areas. Assists cable crew with other work as needed.	High school degree or GED, User knowledge of computer workstations.



USA Commitment to promote Small Business

PREAMBLE

AGJ Systems and Networks, Inc. provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses;

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical;

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns;

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company;

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged and women-owned small businesses;

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner; and

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact:

AGJ Systems and Networks, Inc.
ATTN: Arthur Jones, bjones@agjsys.com
Phone 228-392-7133, Fax 228-392-7601



Best Value

Blanket Purchase Agreement Federal Supply Schedule

AGJ Systems & Networks Inc.

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)

_____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures

Ordering Activity _____ Date _____

Contractor _____ Date _____



BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA
DISCOUNT/PRICE	

(2) Delivery:

DESTINATION DELIVERY SCHEDULES / DATES

3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence

BEST GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use Contractor Team Arrangements (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors. Customers should refer to FAR 9.6 for specific details on Team Arrangements. Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or
- Federal Supply Schedule Contractors may individually submit a Schedules Team
- Solution to meet the customer's requirement.
- Customers make a best value selection.